VALDOSTA
A City Without Limits

1.0   PURPOSE

The purpose of this SOP is to ensure that plant operation/equipment inspections are conducted consistently and thoroughly. It also helps to ensure that the equipment is maintained properly, which can help to prevent breakdowns and other issues that could lead to downtime or disruptions in the treatment process.

2.0   SCOPE:

Treatment plant operators perform the following plant operation/equipment inspections and actions in accordance with the schedules below and are to sign off on the Daily Operators' Inspections Signoff Sheet. **(See Attachments A. WITHLACOOCHEE WPCP OPERATORS' DAILY SIGNOFF SHEET and Attachment B. TREATMENT PROCESS/EQUIPMENT INSPECTION AREAS):**

A-Shift (7 am-3 pm)	8-9 am	10-11am	12-1 pm	2-3 pm
B-Shift (3 pm-11 pm)	4-5 pm	6-7 pm	8-9 pm	10-11pm
C-Shift (11 pm -7am)	12-1 am	2-3 am	4-5 am	6-7 am

NOTE: Treatment plant operators on duty are to inform oncoming operators of operations during shift, any issues, special circumstances, or tasks that need to be performed.

All operators are to cycle through the computer screens on the Intellipro, and the SCADA to computers every hour for any alarms or faults.

3.0   INSPECTION PROCEDURES:

LOCATIONS/EQUIPMENT & ACTIONS FOR DAILY INSPECTION:

Headworks: Check operation of Influent composite sampler, ensure correct sampling program running, check inside temperature and record; Inspect both barscreens for proper operation and water pressures; Inspect grit system and pumps for proper operation; Check the electrical room for alarms or water leaks.

Sequencing Batch Reactors (SBRs): Visually inspect each SBR for proper operation; ensure all instrumentation on HACH SC-200 controller working properly.

Blowers: Check for oil leaks, vibration or abnormal noise

Cloth Filters: Check for proper operation; Check for alarms on HMI screens; Check pumps and piping for leaks.